

Littlemore Parish Council

MINUTES OF THE MEETING OF LITTLEMORE PARISH COUNCIL HELD ON TUESDAY 10th MARCH 2020 (7pm) AT THE OXFORD ACADEMY, SANDY LANE WEST, LITTLEMORE.

Present: Councillor: Lynda Comber (Chairman)
Councillor's: Macer Wicker, Sue Stewart, John Tanner, Margaret Wareing, Maggie Willis,
Kim Wicker, Cllr Tiago Corais.

Cllr Gill Sanders arrived at 1945 hrs.

Officers: Richard Wilkins (Clerk to Parish and R.F.O)

Staff: Dr. Judith Godsland (Littlemore Local Editor)

Meeting opened 1900hrs

4 members of public were present at the meeting to put forward representations in regard with Oxford Road traffic calming measures proposed by Oxfordshire County Council.

Cllr Comber thanked the members of public and invited them to stay to hear the debate due.

FC.50/20 Chairman's Welcome

Cllr Lynda Comber welcomed everyone to meeting.

FC.51/20 Apologies for Absence

Cllr Lucian Dunlop Unwell
Cllr Michael Evans Holiday
Cllr Dorian Hancock Other Commitment

RESOLVED: To receive and note the above apologies for non-attendance at the meeting.

FC.52/20 Declarations of Interest

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting

Cllr Margaret Wareing declared a non-pecuniary interest in agenda item FC.54/20.

Members were reminded that declaration can be made at any point during meeting.

FC.53/20 Acceptance of Minutes Previous Meeting

RESOLVED: To agree and sign as a correct record the minutes of the Parish Council meeting on the Tuesday 11th February 2020.

FC.54.20 Oxford Road Consultation for Traffic Calming Measures

Cllr Sue Stewart formally proposed the recommendation reached by members of the planning committee, seconded by Cllr Macer Wicker.

Cllr Margaret Wareing submitted an amendment to the recommendation.

Amendment proposed by Cllr Margaret Wareing and Seconded by Cllr John Tanner.

The following Councillors spoke on the amendment, Cllr John Tanner, Cllr Maggie Willis, Cllr Macer Wicker, Cllr Margaret Wareing.

Vote to accept amendment

For: 4 Against: 1 Abstain: 3

Amendment carried.

No further amendments were put forward, recommendation with amendment moved to vote

For: 7 Against: 1 Abstain: 1

Resolved: Littlemore Parish Council to submit comment proposed by Planning Committee with amendment to Oxfordshire County Council.

(attached to hard copy minutes)

Parish Clerk notified members of council that the consultation will be heard on 26th March 2020 by Oxfordshire County Council cabinet meeting, members of council and public are advised to check updates on County Council website as this meeting could be postponed due to current virus outbreak.

FC.55/20 Correspondence

Clerk Richard Wilkins provided verbal report covering

- A letter from David Bevington (Rev) was handed out for members to read. The letter was raising concerns over parking outside Littlemore Hospital.

Cllr Gill Sanders arrived at meeting

It was agreed that a meeting would be sought with the Hospital and PCSO for area, this would be extended to Sandford-on-Thames Parish Council

FC.56/20 Chairman's Update

Cllr Lynda Comber provided verbal report covering

- OALC Committee meeting

Attended OALC meeting along with Cllr John Tanner, it will be Cllr Comber and Cllr Tanner last meeting due to elections. It is hoped that Littlemore Parish Council will put someone forward to fill the vacancy.

- Parish Forum, 23rd March 2020
City Council Parish Forum is due to be held on 23rd March 2020, request for additional Councillor to attend please notify Parish Clerk.
(this may be cancelled pending future restriction's over COVID-19 outbreak).
- Climate Change Workshop, 28th March 2020
Councillors were encouraged to attend, it would be a good start to formalise a policy going forward.
- Artwork Launch, 21st March 2020
Cllr Sue Stewart wished to remind everyone about the Artwork Project opening on 23rd March starting at 1100hrs on the Parish Green. The artist and working group involved in the project are attending.

FC.57/20 Clerks Report

Clerk Richard Wilkins provided verbal report covering;

- Parish Minutes Book
Several old minute books are kept securely in the office, due to the age and condition of these books they need to be repaired and handed over to the archives. It was agreed to get these priced for repair and hand over.
- Oxford Living Wage
City Cllr Martin Rush has agreed to attend the April meeting to present the certificate to Council including photos with Maintenance Team and Editor. An invite will be sent to City Council leader Susan Brown to attend.
- COVID-19 Update
Future meetings of Parish (including all committee and working group) will be subject to change in Government advice. Potential that the elections on 7th May 2020 could be postponed. All relevant information will be sent out as it comes in.
- Castle Water Outstanding Balance
An update was given regarding the outstanding balance, due to all communication being made by phone it has been determined that the Parish Council would lose any claim against Castle Water. Following discussion, the Clerk recommended that he contact Castle Water with offer to pay original amount owed and for account be closed, if this is refused to negotiate an offer to reduce current outstanding balance but is authorised up to the full amount.

Proposed by Cllr Lynda Comber
Seconded by Cllr John Tanner

For: 6 Against: 2 Abstain: 1

FC.58/20 Littlemore Local Update

Judith Godsland provided verbal report covering;

- Gave update on current edition, asked if any changes to committees etc for Council to notify.

FC.59/20 Locality Support and Community Response Team

Cllr Sue Stewart gave report on behalf of Val Churchill, due to the area coverage being extended, attendance at future meetings could be restricted.

FC.60/20 Council Committees

Finance Committee	Thursday 28 th November 2020
Planning Committee	Thursday 30 th January 2020

RESOLVED: The Committee minutes listed above were received and noted.

Cllr Sue Stewart reported that she had a meeting with Oxford East MP to discuss concerns over planning. Other points raised were

- interior repairs to The Priory PH
- parking at new proposed Littlemore station
- footpath between science park and new housing development, agreed to ask MP to write to Science Park on matter.
- Proposed bus service on plot 16 of Science Park to come through Littlemore rather than Greater Leys.

FC.61/20 Finance Report

Clerk Richard Wilkins provided verbal report covering;

Finance Committee agreed to following expenditures

- SLCC Conference £433.00 + VAT
- RBS year end training £560 + VAT
- Website Accessibility Statement £85 + VAT

Email from Loraine Freeman (planning services, OCC) to advise £59,320 general sports and leisure facilities and to be used on Sports Pavilion project.

AGAR paperwork still hasn't been sent out so unable to agree dates to set these.

Cllr Kim Wicker confirmed that internal check on accounts for July 2019 – February 2020 has been completed and everything is in order.

Parish Clerk thank Cllr Kim Wicker for agreeing to stand in to complete this task. Cllr Dunlop advised unfortunately he was unable to find time to carry out checks.

Cllr Maggie Willis raised concern about the Clerks interpretation of the S106, Cllr John Tanner wished to remind Council it has been previously agreed for S106 or CIL payments to be put towards the Sports Pavilion and Workshop project in Orchard Way.

FC.62/20 Pavilion Project Update

No report.

FC.63/20 Receive and Accept Amenities Report

Parish Clerk reported that the repairs to fence on property in Lockheart Crescent were still outstanding, this due to ODS needing to complete COVID-19 work and redeploy staff.

Parish Clerk advised that he discuss potential meeting dates with the lead Cllr Wicker to arrange a meeting to discuss recommendations for full council to consider.

Cllr Maggie Willis advised meeting that the football pitches were not being discussed with amenities working group. The Chairman advised Cllr Willis that this is part of the pavilion project, and that the pavilion project working group do their work and don't need to discuss with amenities and vice versa the amenities working group don't have to discuss things with pavilion project working group.

FC.64/20 Receive and Accept Working Group Reports

Digital: No report

Transport:

Cllr Tiago Corais gave report covering following:

- Oxford Bus Company and Stage Coach to discuss bus services that serve Littlemore, to date no reply has been received.
- Oxford Road was discussed and group had no further points to add to recommendation.

FC.65/20 Receive and Accept Report of Neighbourhood Plan Working Party

No report.

FC.66/20 Receive update from Oxford County Council Representative

Cllr Gill Sanders reported that Oxford County Council have agreed a £69,000 budget towards Youth work in Littlemore and Rose Hill which will cover 2 year period.

FC.67/20 Receive update from Oxford City Council Representative

No report.

FC.68/20 Littlemore Hospital Parking

Discussed under correspondence.

FC.69/20 Thames Valley Police Report

No report received.

FC.70/20 Press Statements

Cllr Tanner and Cllr Wicker will produce press statements for Art Project opening.

FC.71/20 Agenda Items for Next Meeting

No items requested; reminder that motions to be submitted 7 working days before meeting.

FC.72/20 Urgent Items

Nothing to report.

FC.73/20 Date of Next meeting

Tuesday 14th April 2020 – The Oxford Academy.

Meeting closed 2058hrs.

Signed as a true and accurate record

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Cllr

Littlemore Parish Council
Tuesday 21st May 2020